

**Marine Forces Reserve
Family Readiness Council Meeting
Tuesday, October 12, 2004**

I. Opening Remarks - MFR Commander

The Commander is very appreciative of the efforts of Key Volunteers and all Family Readiness Support team members. He is receiving positive feedback from Marines and their family members concerning support during deployments.

II. Attendees

BGen Fruchtnicht, Chairman
Capt Stith, Force Chaplain
Mrs. Rosemary McCarthy, MCFTB Advisor
Mrs. Katie Dixon, Force KVA
Col Ellingson, MFR MCCA Director
LtCol Kowalski, 4th MARDIV FRO
LtCol Gardner, CO, MFR HQBN
LtCol Antonik, MFR Deputy G4
Maj Nollette, 4th MAW FRO
Maj Hoag, MFR C4
Lt Gleeson, MFR C4
CWO2 Hill, 4th FSSG Asst FRO
SgtMaj Dixon, MFR SgtMaj
Chief Picklo, HSS
Mary Klein, Comptrollers Office
Connie Bryant, MFR MCFTB Program Manager
Julio Torres, MFR MCFTB Asst Program Manager

Via Teleconference

Capt Knepper, MOBCOM FRO
Mrs. Margaret Davis, 4th FSSG KVA
Mrs. Dawn Kemp, 1/14, 4th MARDIV Field Representative
Mrs. Sherri Shropshire, MALS 42, 4th MAW Field Representative
Mrs. Janine Canty, MAG 42, 4th MAW Field Representative
Mrs. Rebecca Causey, 4th FSSG Field Representative

III. Chairman's Message

BGen Fruchtnicht echoed the Commander's sentiments and thanked everyone for a job well done. He emphasized that taking care of Marines and their families is the most important thing we do.

IV. Old Business

a. Role of the KVA (Closed)

- i. This issue was discussed at the 11 June 2004 FRC meeting. No further input was received since that time.
- ii. The following recommendation will be forwarded to the Commander.
 1. Make the KVA position mandatory at the MSC level.
 2. Make the KVA position optional, but highly recommended at all other unit levels.
 3. Use the following list as criteria for appointing a KVA:
 - a. appointed in writing by the Commanding Officer;
 - b. spouse of a member of the unit;
 - c. knowledgeable of the Marine Corps and of the Key Volunteer program;
 - d. trained;
 - e. comfortable in providing resource/referral information;
 - f. A mentor to KVCs and KVs;

- a. and a source of positive reinforcement (morale booster) to the Key Volunteer Network.
- 4. Incorporate this policy into Force Order 1754.2A.
- b. **KVN Funds Year End Spending** (Closed)
 - i. FY04 KVN funds totaling \$204,000 were recouped from all units at the end of August 2004.
 - ii. Per a recommendation from this Council and approval by the Commander, the following items were purchased; MFR KVN Shirts, KV Pins, Pre-paid Calling Cards and Family Readiness Publications. Notification will be sent as these items are available for distribution.
 - iii. New publications concerning stress have been purchased. These will be available to all units for use at Family Days, Pre-Deployment Briefs and Return & Reunion Briefs. The Chairman suggested that we contact Col Hawkins of MAG-41 concerning a stress related program that his unit is providing to Marines and family members. Mrs. Davis also informed us of new stress related materials being distributed by HQMC MCCS.
- c. **Unit Family Readiness Assist Visits**
 - i. The executive summary provided to the Commander stated that only 7 units out of the 88 units identified in association with OIF 2.2, do not have viable family readiness programs. Follow-up will be made with the 7 units.
 - ii. Recommendations:
 - 1. The assist visit checklist should be made of part of each MSC's CGI.
 - 2. Create a short survey for family members regarding knowledge of and satisfaction with the units family readiness program. Suggestions concerning the content and process of the survey should be sent to Mrs. Bryant prior to the next FRC meeting.
- d. **MCCS One Source Usage**
 - i. Dramatic increases in MCCS One Source use was seen during the summer months within the MFR population. The higher usage was mainly due to a significant increase in exposure through FRO conferences held at the Ceridian site and outreach to the units by Linda Nixon, the Marine Corps' MCCS One Source representative.
 - ii. Recommendations:
 - 1. Have all MFR units send a letter/email to family members providing MCCS One Source information and citing specific instances of positive results experienced by MFR users.
 - 2. Make an MCCS One Source link mandatory on the home page of all MFR unit website. This recommendation will be forwarded to the Commander immediately.

V. New Business

a. FY05 KVN Funding

- i. Funding messages were transmitted the first week of October to 4thMARDIV, 4thMAW, 4thFSSG and 4th Dental Battalion. The MFR Assets message will be transmitted by Friday, October 15th.
- ii. Spending activity will be reviewed quarterly with updates being provided to the FRC. A mid-year review is scheduled for March 2005.

b. HQMC Information/Updates

- i. MCO1754.6
A draft of the revised Marine Corps Family Team Building (MCFTB) order, MCO1754.6, was reviewed this summer at the MCFTB Director's conference. The final revisions have now

been forwarded to the Commandant's office review and approval. No date has been set for release.

- ii. FRO Training On-Line
This on-line training is in the final stages of development with a CD released scheduled within the next few months. The format is actually more of a handbook than structured training, as was the request of most FRO's.
- iii. MarineParents.com
An excellent web based resource for parents of Marines. The web site is not Marine Corps sanctioned but is highly recommended. A link to this site cannot be placed on any Marine Corps website, however, Mrs. McCarthy suggested that units provide the information in their newsletter.
- iv. KV and LINKS On-Line Training Statistics
 - 1. KV on-line training usage through MarineNet as of April 2004: 229 users
 - 2. LINKS on-line training usage through October 2003: 376
 - 3. Copies of both training CD's have been sent to MFR units.
- v. Spouses' Leadership Seminar
 - 1. The Spouses' Leadership Seminar (SLS) format is being reworked by HQMC. A working group has been formed to finalize the information that it will cover and the format in which it will be provided.
 - 2. MFR is slotted to receive SLS in October 2005. Currently, the only venue for MFR to provide SLS is through CG Conferences. Suggestions were solicited from FRC members with input requested via email to Mrs. Bryant within the next two weeks.

c. MFR MCCS Initiatives

- i. Return and Reunion Support
On 12 August 2004, Maj Speegle sent out an email to units identified as having Marines returning from OIF during September and October 2004. The email provided guidance and resource information to support units in providing Return & Reunion briefs to family members. Follow-up phone calls were then made to each unit to confirm receipt of the email and to see if any further assistance was needed. Very positive feedback was received from the units concerning this process. Mrs. McCarthy suggested that we provide MOBCOM with the same information in support of IRR Marines.
- ii. KVN Technology Survey
 - 1. A survey is being created for MFR FRO's concerning technology resources that are being used by KV's. The main areas of concern are on-site computer usage, MFR email addresses and Common Access Card (CAC) availability to KVs. The data compiled will allow the Commander to see the scope of the issues and direct C4 on what action to take in response to changes associated with NMCI.
 - 2. Input concerning the survey questions was requested from FRC members with feedback due to Mrs. Bryant by close of business 14 October 2004.
 - 3. Results from the survey are expected by the first week of November.
- iii. Pre-Deployment On-Call Support from Chaplain
The Chaplain's office is contacting units that are preparing for deployment to give any assistance that is needed.

- iv. Care to the Caregiver (CACO)
This program will focus on outreach by the Chaplain's office to members of CACO teams in light of increased casualties being supported by small Reserve units.
- v. Post Conflict/Trauma Follow-Up
Follow up on units that are returning to give them any assistant that may be needed (Marine/Family members). The Chaplain's office has begun assembling a Critical Incident Stress Management (CISM) team to provide this support.
- vi. Site Outreach to Marines in Long Term Care/Rehab
The Commander will issue an LOI to I&I's regarding outreach to injured Reserve Marines who are returning home and are in needed of long term care/rehabilitation.

VI. Open Forum

- a. Mrs. Davis suggested that we contact Mary Craig of HQMC to get a copy of her MCCS brief to be used at CG conferences to brief commanders and spouses.
- b. Mrs. McCarthy expressed concern over the FRC meeting minutes not being posted on the MFR website. MCFTB is working on this issue.

VII. Closing Remarks

The next FRC meeting is scheduled for 7 January 2004 at 1300.